



Developer's REFERENCE BOOK

WHO to SEE
and
HOW to COMPLY with LOCAL REGULATIONS

For the Chattanooga Metropolitan Area
and Local Governmental Agencies

Amended by the City of Chattanooga
Development Office

July 2000

A NOTE TO BUILDERS AND DEVELOPERS

Local governments in the Chattanooga Metropolitan Area are vitally interested in good growth and development. We want to assist you in your work of building and developing here.

This book has been prepared to help you through the process. We have listed the various local governments and agencies or departments, and the local private utilities that you may need to contact in this development process.

Any one of the departments, agencies or private utilities will be more than pleased to help you with problems relating to their work.

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LOCAL GOVERNMENTS IN HAMILTON COUNTY, TENNESSEE

Hamilton County

Hamilton County Courthouse	See Telephone Directory
Georgia Avenue	for Specific Department
Chattanooga, TN 37402	
County Executive, Claude Ramsey	
County Commission Chairman, Curtis Adams	

Chattanooga

City Hall	See Telephone Directory
101 East 11th Street	for Specific Department
Chattanooga, TN 37402	
Jon Kinsey, Mayor	

Collegedale

City Hall	396-3135
Apison Pike	
Collegedale, TN 37315	
Preston Jones, Mayor	
Bill Magoon, City Manager	

East Ridge

City Hall	867-7711
1501 Tombras Avenue	
East Ridge, TN 37412	
Fred Pruett, Mayor	
David Mays, City Manager	

Lakesite

City Hall	842-2533
9201 Rocky Point Road	
Lakesite, TN 37379	
Bernard Gloster, Mayor	
David Edwards, City Manager	

Lookout Mountain

City Hall	821-1226
610 North Bragg Avenue	
Lookout Mountain, TN 37350	
Scott McGinness, Mayor	
William Ezell, City Manager	

Red Bank

City Hall
3117 Dayton Boulevard
Red Bank, TN 37415
Ronnie Moore, Mayor
Ron Darden, City Manager

877-1103

Ridgeside

City Hall
8 North Lynncrest
Chattanooga, TN 37411
Billy Cooper, Mayor

622-7219

Signal Mountain

City Hall
796 Ridgeway Avenue
Signal Mountain, TN 37377
James Althaus, Mayor
Rick Sonneburg, City Manager

886-2177

Soddy Daisy

City Hall
9835 Dayton Pike
Soddy, TN 37379
Janice Cagle, Mayor
Bob Pruett, City Manager

332-5323

Walden

Town Hall
1836 Taft Highway
Signal Mountain, TN 37377
Elizabeth T. Akins, Mayor

866-4362

REZONING REQUESTS

Agency:

Chattanooga Hamilton County Regional Planning Agency
Room 200, Mayfield Annex
Telephone: 209-6677

Contact Person:

Jerry Pace

State Enabling Legislation:

T.C.A. 13-3-101 to 13-7-301

Title of Regulations:

Hamilton County Zoning Regulations
Municipality Zoning Ordinance

Location of Regulations:

Chattanooga Hamilton County Regional Planning Agency
Room 200, Mayfield Annex, City Hall Annex, Building Commissioners

Process:

1. The Applicant fills out a Rezoning Request Form at the Planning Agency Office (Room 200, Mayfield Annex).
 - a. The Applicant submits a copy of his/her deed.
 - b. A fee for rezoning request is charged.
 - c. Requests submitted before the 15th of the month will be heard on the following month
2. The Planning Commission notifies surrounding property owners by mail of the proposed rezoning.
3. Planning Commission public hearings on rezoning requests are held at 1:30 P.M. on the second Monday of each month in the Council Room of the Courthouse.
 - a. The Planning Commission staff makes a slide presentation of the rezoning request.
 - b. The applicant is allowed time to present the reasons for the requests.
 - c. The opponents are allowed time to present their opposition.
 - d. The applicant is allowed one minute for rebuttal of the opposition.
 - e. The Planning Commission, in an executive session, which is open to the public, votes to recommend approval, amendment, denial or deferral of the request.

4. The applicant is notified by mail of the recommendation of the Planning Commission.
5. The Planning Commission sends a resolution to the local government starting the recommendation of the Planning Commission on the request.
6. The local government authorizes the advertisement in the newspaper of the rezoning hearing before the local government.
 - a. Applicant notifies the City Clerk, City Manager, or County Manager to advertise the rezoning request and agrees to have the bill from the newspaper sent to the applicant.
 - b. Advertisement in the newspaper must be 15 days before the public hearing by a municipality, and 30 days before the public hearing by the County.
7. The local government holds a public hearing on the proposed rezoning, usually following the same format used at the Planning Commission meeting. Local government votes to approve, amend or deny the request.
 - a. Municipalities adopt an ordinance to rezone the property. This requires one reading at the first meeting and a second and third reading at a subsequent meeting.
 - b. Hamilton County adopts a resolution approving the rezoning at one reading.
8. The property owner/developer can then obtain a building permit for a use in conformance with the new zoning district.

BOARD OF ZONING APPEALS

Agency and Contact Person:

Chattanooga

Board of Zoning Appeals
Rena Brown, Secretary
Room 44, City Hall
Telephone: 757-0644

Hamilton County

Board of Zoning Appeals
Pat Payne, Director
Room 210, Mayfield Annex
Telephone: 209-6460

Collegedale

Board of Zoning Appeals
Bill Rawson, Public Safety Director
Collegedale City Hall, Swynar Drive
Telephone: 396-3135

East Ridge

Board of Zoning Appeals
Dave Williams, Building Inspector
East Ridge City Hall, 1517 Tombras Avenue
Telephone: 867-7711

Lakesite

Board of Zoning Appeals
David Edwards, City Manager
Municipal Building, 9201 Rocky Point Road
Telephone: 842-2533

Lookout Mountain

Board of Zoning Appeals
Mrs. Patricia S. Lane, Secretary
City Hall, 710 Scenic Highway
Telephone: 821-1226

Red Bank

Board of Zoning Appeals
Ron Darden, Secretary
City Hall, 3117 Dayton Boulevard
Telephone: 877-1103

Signal Mountain

Board of Zoning Appeals
Write to: Mr. Wallace Davies, Chairman
1120 Applewood Circle
Signal Mountain, TN 37377
Telephone: 332-5323

Soddy-Daisy

Board of Zoning Appeals
Anyone at City Hall
9866 Dayton Pike
Telephone: 332-5323

State Enabling Legislation:

T.C.A. 13-406-409, 13-705-707

Title of Regulations:

Zoning Ordinance or Zoning Regulations

Powers of Board of Appeals:

1. To hear and decide appeals, by the applicant or by any other affected person, where it is alleged that there is an error in any order, requirement, permit, decision or refusal made by the Building Commissioner.
2. To hear and decide, in accordance with the provisions of the zoning ordinance or regulations, requests for special exceptions or conditional permits.
3. To make interpretations of the zoning maps.
4. Where, by reason of exceptional narrowness, shallowness, or slopes of a specific piece of property; or by reason of exceptional topographic conditions or other extraordinary and exceptional situation and condition, the strict application of any regulation would result in peculiar and exceptional practical difficulties or undue hardship upon the owner of such property; the Board of Zoning Appeals may authorize variance from the regulation so as to relieve such difficulty or hardship. (NOTE: "Variances" do not include varying the permitted uses; this requires a rezone.)

Process:

The process varies slightly with each local government; however, the following general process usually applies:

1. The applicant files a request with the Board of Zoning Appeals. In some case, a fee is charged.
2. The Board of Zoning Appeals notifies the surrounding property owners of the request and the date of the public hearing.
3. The Board of Zoning Appeals holds a public hearing on the request, allowing time for the applicant and the opponents to present their cases.
4. The Board of Zoning Appeals votes to approve, approve with modifications, or deny the request.

STREET OR ALLEY CLOSURE

Agency:

Chattanooga-Hamilton County Regional Agency Commission
Room 200, Mayfield Annex
Telephone: 209-6677

Contact Person:

LaDell Carter

State Enabling Legislation:

T.C.A. 13-3-407 (For Municipalities)

Process:

1. Fill out Street and Alley Closure Request Form at the Planning Agency Office (Room 200, Mayfield Annex).
 - a. This request should be co-signed by all of the property owners whose property touches the portion of the street or alley to be closed, and all other property owners whose access could be affected by the closure (check with the Planning Commission staff for the applicability of this latter requirement).
 - b. A fee of \$25 for this request (if the street or alleys is in a municipality) is charged.
 - c. Requests submitted by the 15th of the month will be heard on the second Monday of the following month.
2. Planning Agency staff notifies surrounding property owners by mail of the proposed closure.
3. Planning Agency staff contacts the following to ascertain whether or not they have any objections to the proposed closure:
 - a. Electric Utility Company
 - b. Water Company
 - c. Telephone Company
 - d. Cable TV
 - e. Gas Company
 - f. Fire Department
 - g. Police Department
 - h. Public Works Department

4. Planning Commission public hearings on Street and Alley Closures are held at 1:30 P.M. on the second Monday of each month in the Council Room of the Courthouse.
 - a. If the Planning Agency staff recommends approval of the street or alley closure, the Chairman of the Planning Commission only asks if there is any opposition to the request.
 - i. If there is no opposition, the requested is voted on by the Planning Commission in its executive session. (See Item 4F)
 - ii. If there is opposition to the request, the procedure outlined below (Items 4A-E) is followed.
 - b. The Planning Commission staff makes a slide presentation of the closure request.
 - c. The applicant is allowed time to present the reasons for the request.
 - d. The opponents are allowed time to present their opposition.
 - e. The applicant is allowed one minute for rebuttal of the opposition.
 - f. The Planning Commission, in an executive session, which is open to the public, votes to recommend approval, amendment, denial, or deferral of the request.
5. The applicant is notified by mail of the recommendation of the Planning Commission.
6. The Planning Commission sends a resolution to the local government stating the recommendation of the Planning Commission on the request.
7. *The local government, after submitting the request to its governmental engineer, holds a public hearing on the proposed closure, usually following the same format used at the Planning Commission meeting. The local government votes to approve, amend, or deny the request.*
8. If the entire width of the street or alley is closed, the property within the street or alley is divided down the center of the street or alley and one-half of the street or alley becomes the property of the adjoining landowners. If only a portion of the width of the street or alley is closed, the portion becomes the property of the adjoining landowner.

SUBDIVISION OF LAND

Agency:

Chattanooga Hamilton County Regional Planning Agency
Room 200, Mayfield Annex, Walnut Street at 7th Street
Telephone: 209-6677
Fax: 209-6678

Agency (Collegedale):

Collegedale Municipal Planning Commission
Collegedale City Hall
4910 Swinyar Drive
P. O. Box 1880
Collegedale, TN 37315
Telephone: 396-3135

Agency (Soddy-Daisy):

Soddy-Daisy Municipal
Planning Commission
Soddy-Daisy City Hall
9835 Dayton Pike
Soddy-Daisy, TN 37379
Telephone: 332-5323

Contact Person:

Fred Brunker

Contact Person (Collegedale):

Mr. Magoon, City Manger

Contact Person (Soddy-Daisy):

Jerry Pace, Regional Planning Agency
Annette Dolberry, Soddy-Daisy

State Enabling Legislation:

T.C.A. 13-3-401 - 13-3-411
T.C.A. 13-4-301 - 13-4-309

Title of Regulations:

Subdivision Regulations of Hamilton County or Municipality

Location of Regulations:

Chattanooga Hamilton County Regional Planning Agency
Room 200, Mayfield Annex

For Collegedale subdivision regulation go to the Collegedale City Hall

Process:

1. Submit plats in Collegedale and Soddy-Daisy to the appropriate city hall.
2. Optional "Sketch plan" discussion with Planning Agency staff or Mr. Magoon in Collegedale.
3. If sanitary sewers are not used contact the Chattanooga Hamilton County Health Department.
4. Plats which do not involve the building of public roads generally are "staff approved" submit 2 copies to Hamilton County GIS Department staff. Expect the staff to take up to a week to review these plats. (This procedure does not apply to Collegedale and Soddy Daisy).
5. Submit Preliminary Plat drawn by surveyor or engineer to Hamilton County GIS Department
 - a. 13 copies and 4 copies of road and sewer profiles
 - b. Submit by 10th of the month for action by Planning Commission at the next month's Planning Commission meeting (Times vary in Collegedale and Soddy Daisy)
 - c. See "Registering Deeds and Plats" for plat requirements
6. Developers and Surveyors are informed of the date for a Subdivision Review Committee Meeting.
7. Planning Agency staff and Subdivision Review Committee will review plat and submit suggested corrections and additions to the developer and his surveyor/engineer
8. The Chattanooga Hamilton County Regional Planning Commission* holds a public hearing on plats at 1:30 P.M. on the second Monday of each month in the Council Room of the County Courthouse

The Planning Commission may:

- a. approve the plat
- b. approve the plat, subject to modifications and conditions
- c. deny the plat

*The Signal Mountain Planning Commission meets a 7:00 P.M. on the first Thursday of each month. For dates, times, and places at Collegedale and Soddy-Daisy Municipal Planning Commission meetings see Collegedale and Soddy-Daisy. Contact persons above.

9. The subdivision developer or engineer should start the process for approval of the water and sewer line extensions with the Division of Water Quality Control, 606 Cordell Hull Building, Nashville, TN 37219
10. Submit Final Plat (See No. 3,4,5 and 6)
11. Submit a mylar and 3 black line copies of the approved Final Plat to the Hamilton County GIS Department or Planning Agency.
12. Planning Agency or Hamilton County GIS Department adds house numbers and the "signature block" stamp to the mylar and 3 black line copies.
13. Have the mylar and 3 black line copies signed in this order:
 - a. governmental engineer
 - b. Chattanooga-Hamilton County Health Department – East 3rd Street (Only when public sanitary sewers not used).
 - c. Appropriate Planning Agency
14. NOTE: If the streets, drainage structures, etc., have not been completed prior to recording the plat, a performance bond should be posted with the governmental engineer
15. Take the signed mylar and 3 block line copies to the Registrar's Office in the Courthouse
 - a. The Registrar stamps all copies and retains the mylar and 2 black lines copies
 - b. Please submit five copies of recorded plats to the Regional Planning Agency staff in the Mayfield Annex
16. See the Subdivision Regulations for simplified procedures for:
 - a. Staff Approved Subdivisions (any number of lots on an existing public road)
 - b. Corrective Plats (minor shifting of lot lines, addition of, or changes to easements, changes in notations)
 - c. These simplified procedures may not apply in Collegedale and Soddy-Daisy.

ENGINEERING REQUIREMENTS

Agency and Contact Person:

Chattanooga City Engineer's Office
Joel Booth, Development Coordinator
1001 Lindsay Street
Telephone: 757-4886

Mike Howard, County Engineer's Office
Room 300, Courthouse Annex
Telephone: 209-6640

For other municipalities, See Page 1

The municipal or County Engineer should be consulted about any special engineering requirements related to development.

TRAFFIC ENGINEER

Agency and Contact Person:

Traffic Engineering Department
Room 32, City Hall
Telephone: 757-5005

Eric Burnett

The Traffic Engineer should be consulted concerning curb-cuts, traffic problems and traffic control devices.

The Traffic Engineer for the City of Chattanooga provides some assistance to Hamilton County through a memorandum of understanding.

URBAN FORESTRY

All individual trees with a diameter of six inches or larger or stands of trees on City Right-of Way or on City-owned property that are potentially affected by clearing, grading, construction, or demolition must be shown on the grading plan.

Specific Items to be noted on the grading plan:

1. Individual trees shall be noted by size and type, for example, 16" red oak. In the case of a naturally occurring group of trees this group can be outlined on the drawing and labeled as "stand of trees."
2. Proposed utility trenches to include width and depth (if applicable).
3. Proposed trees to be removed.
4. Refer to the arboricultural specifications manual for tree protection guidelines.
5. "As-builts are required"

Agency and Contact Person:

Division of Urban Forestry
1254 E. Third Street
Chattanooga, TN 37404
Telephone: 697-1315

Jerry Jeansonne

STORM WATER MANAGEMENT

Agency and Contact Person:

Storm Water Management
1001 Lindsay Street
Chattanooga, TN 37402
Telephone: 757-0039

Rick Cochrane, Development Coordinator

LANDSCAPING

Agency and Contact Person:

Landscaping Ordinance Division
1001 Lindsay Street
Chattanooga, TN 37402
Telephone: 757-5120

Carol Sivley, Development Coordinator

SIGN ORDINANCE

Agency and Contact Person:

Sign Ordinance Division
101 East 11th Street
Room 44
Chattanooga, TN 37402
Telephone: 757-5105

Richard Hutsell, Inspector

REGISTERING DEEDS AND PLATS

Agency and Contact Person:

Registrar's Division
Room 104, Courthouse
Telephone: 209-6560

Pam Hurst, County Registrar

State Enabling Legislation:

T.C.A 8-2138, 13-3-402, 13-4-302, 53-2011, 64-2418, and others.

Process:

See "Subdivision of Land" for plats.

Fees:

State Transfer Tax, \$3.70/\$1,000 of consideration or value, whichever is greater.

Clerk's Fee, \$1.00/collection

Deeds, \$4.00/page (minimum \$8.00)

Plats, 8½x 14" = \$ 7.00

18" x 24"= 12.00

24" x 30"= 17.00

(Note: These are the only sizes that are acceptable by the Registrar.)

PROPERTY MAPS

The Hamilton County Assessor of Property has the latest official property maps. Copies of these maps made on the "Reader-Printer" may be obtained from 6135 Heritage Park, 209-7300, for \$1.50 per copy.

Blueline prints may be obtained from the Hamilton County Assessor of Property at 6135 Heritage Park for \$1.50 per copy.

Property maps are also available from:

Chattanooga Hamilton County Regional Planning Commission

Room 200, Mayfield Annex
Room 200, City Hall Annex

City Engineer

Room 201, City Hall

County Engineer

Room 300, Mayfield Annex

TOPOGRAPHIC MAPS

Chattanooga:

The City Engineer's Office (City Hall, Room 220, 757-5124) has topographic maps of Chattanooga at scales of 1" = 100' and 1" = 400'. These may be obtained for \$2.00 per map.

Hamilton County and Other Municipalities:

Atlantic Aerial Surveys, Inc. photographed all of Hamilton County with the proper equipment to prepare topographic maps at a scale of 1" = 100' with 2' contours.

To obtain these maps:

1. Contact the Chattanooga Hamilton County Regional Planning Commission, Room 200, City Hall Annex.
2. Outline the tract to be mapped on an aerial photo from that office.
3. Fill out the order form for the maps.
4. The Chattanooga Hamilton County Regional Planning Commission will mail the aerial photo and order forms to Atlantic Aerial Surveys.
5. Atlantic Aerial Surveys will mark the aerial photo with three or four points for which ground control (latitude, longitude, and elevation) should be determined.
6. The developer should obtain a ground survey to provide the ground control. The developer sends the ground control information to Atlantic Aerial Surveys.
7. Atlantic Aerial Surveys sends the completed maps to Chattanooga Hamilton County Regional Planning Commission with bill, usually within two weeks.
8. The developer may obtain these maps from the Chattanooga Hamilton County Regional Planning Commission upon paying the bill.

The cost for these topographic maps is \$8.75 per acre, with a minimum charge of \$350.00. Any tract of 40 acres or less pays the minimum fee. Atlantic Aerial Surveys determines the number of acres and the fee.

SOIL SURVEYS

Agency:

Natural Resources Conservation Service
6100 Building Suite 200
Chattanooga, TN 37411
Telephone: 855-6605
Cassandra Cox

The Natural Resources Conservation Service prepares soil surveys of property to determine the soil type and certain soil characteristics. These characteristics include:

1. Subsoil texture
2. Percent of slope
3. Depth to high water table
4. Depth to hard rock
5. Frequency of flooding
6. Percolation rate
7. Shrink-swell potential
8. Traffic supporting capacity

The Natural Resources Conservation Service is preparing a Progressive Soil Survey for Hamilton County at a scale of 1" = ¼mile. Some development proposals can be reviewed at this scale.

Process:

If septic tanks are to be installed, the developer of any subdivision with lots less than five acres should have a soil study made if:

1. The area has not been mapped on the Progressive Soil Survey
2. The area has been mapped on the Progressive Soil Survey and the site is less than forty (40) acres
3. The area has been mapped on the Progressive Soil Survey and that survey shows any areas of bad or questionable soils

The developer may obtain four copies of an aerial photo (scale 1" = 400 ') of the site from the Chattanooga Hamilton County Regional Planning Commission Room 200, City Hall Annex.

The aerial photo or a subdivision plat and a letter signed by the property owner authorizing the Hamilton County Soil Conservation District to make a field soil survey on his property, should be submitted to the District Office. A soil scientist will make a soil survey of the property and delineate the soil types on the photographs or plat. The District Office will retain one copy and distribute other copies to the Health Department, the Planning Commission, and the developer.

On questionable areas, or as requested by the Health Department, the developer should request the District Office to map the soils on a copy of the preliminary.

BUILDING CODES AND BUILDING PERMITS

Agency and Contact Persons:

Building Inspection
City Hall, Room 44
Telephone: 757-5105
Dallas Rucker

Building Inspection
Room 210, Mayfield Annex (Seventh & Walnut Street)
Telephone: 209-6460
For other municipalities, see page 1

Don Young, City Chief Building Official
Jerry Moody, City Chief Building Inspector
Pat Payne, Hamilton County Chief Inspector

State Enabling Legislation:

T.C.A. 13-410, 13-708

Title of Regulations:

Southern Standard Building Code, as amended

Location of Regulations:

Building Inspection Office

Process:

1. The developer submits plans, plot plan, and septic tank permit (if not on sewers) to the Building Inspection Department.
2. A permit fee is charged, based upon the estimated building cost, or upon the square footage of the building.
3. Separate permits are required for building, plumbing, and electrical work.

FIRE PROTECTION IN BUILDINGS

Agency, Contact Person & Regulations

See Building Codes

Chattanooga – Fire Prevention Code, Ordinance No. 7168 (4-5-77)

Fire Zone (on map in Building Inspection Office and Southern Standard Building Code)

Chief Jim Coppinger

Tony Quarles, Fire Marshall

Fire Prevention Bureau

910 Wisdom Street

Telephone: 697-1450

State Fire Marshall's Office

Robertson Pkwy

Nashville, TN

Telephone: (615) 741-2981

STREET ADDRESS

Hamilton County and all municipalities except Chattanooga:

Hugh Failing
Chattanooga Hamilton County Regional Planning Commission
Room 200, Courthouse Annex
Telephone: 209-6677

Chattanooga:

Samir Shenouda
City Engineer's Office
Room 221, City Hall
Telephone: 757-7431

HISTORIC PRESERVATION

For information and technical assistance:

Urban Design Center
850 Market Street, 2nd Floor
Telephone: 266-5948

WATER

Catoosa County Water District

1058 Old Mill Road
Ringgold , GA 30736
Telephone: 937-4121
Harry Cavin

Eastside Utility District

7206 Lee Highway
Chattanooga, TN 37421
Telephone: 892-2890
Don Stafford

Hixson Utility District

5005 Austin Road
Hixson, TN 37343
Telephone: 877-3513
Bill Ragan or Tom Bockman

Lookout Valley Utilities District

9 Aster Avenue, North
Chattanooga, TN 37419
Telephone: 825-5286
Otis O'Dell

Mowbray Mountain Utilities District

Montlake Road
Daisy, TN 37319
Telephone: 332-4581
Roxie Lewis

Sale Creek Utilities District

P.O. Box 575
Soddy Daisy, TN 37384
Telephone: 332-2427
Wayne Tate

Savannah Valley Utilities District

10700 Hwy 58
Georgetown, TN 37336
Telephone: 344-8440
Mike Landreth

Signal Mountain Water Company

City Hall
1111 Ridgeway
Signal Mountain, TN 37377
Telephone: 886-2177
Rick Sonneburg

**Soddy Daisy Falling Water
Utilities District**

9864 Dayton Pike
Daisy, TN 37379
Telephone: 332-2427
Wayne Tate

Tennessee American Water Company

1101 Broad Street
Chattanooga, TN 37402
Telephone: 755-7600
Randy Taylor or Bill Russell

Union Fork Bakewell Utilities District

Bakewell, TN 37304
Telephone: 332-2718
C. B. Bowman

Walden's Ridge Utilities District

2412 Taft Highway
Signal Mountain, TN 37377
Telephone: 886-2683
David Streeter

White Oak Mountain Water Associates

7206 Lee Highway
Chattanooga, TN
Don Stafford

State Agencies concerned with Water and Waterlines

(see next page)

State Agencies concerned with Water and Waterlines

Department of Environment & Conservation

Division of Water Supply

540 McCallie Avenue, Suite 550

Chattanooga, TN 37402

Telephone: 634-5736

Gary Burress

Department of Environment & Conservation

Division of Water Supply

6th Floor L&C Towers

401 Church Street

Nashville, TN 37243

Telephone: (615) 532-0191

David Draughon

SANITARY SEWERS

Chattanooga

David Wilson
1001 Lindsey Street, 2nd Floor
Telephone: 757-5026

East Ridge

David Mayes, City Manager
City Hall, 1517 Tombres Avenue
Telephone: 867-7711

Lookout Mountain

Bobby McDaniel, Superintendent
City Hall, 710 Scenic Highway
Telephone: 821-1226

Red Bank

Bill Wagner, Building Inspector
City Hall, P.O. Box 15069
3117 Dayton Boulevard
Telephone: 877-1103

Signal Mountain

Rick Sonneburg
City Hall, 1111 Rideway Avenue
Telephone: 886-2177

State Agencies concerned with Sewer Lines and Sewage Treatment Facilities

Department of Environment & Conservation

Division of Water Pollution Control

540 McCallie Avenue, Suite 540
Chattanooga, TN 37402
Telephone: 634-5734
Phil Stewart

Department of Environment & Conservation

Division of Water Pollution Control

6th Floor L&C Towers
401 Church Street
Nashville, TN 37243
Telephone: (615) 532-0625
Paul E. Davis

ELECTRICITY

Electric Power Board

537 Cherry Street
Chattanooga, TN 37402
Wendell Boring
Telephone: 629-3254

Volunteer Electric Cooperative

P.O. Box 277
Decatur, TN 37322
Telephone: 334-1020 Ext. 5730
Clyde Jolley
(From Wolftever Creek, northeast of Tennessee River, to Meigs County)

TELEPHONE

Bell South

200 Krystal Building
1 Union Square
Chattanooga, TN 37402
Telephone: 265-2224
Patsy Hazlewood

Bell South

Cleveland Branch
114 Refreshment Lane
Cleveland, TN 37.311
Telephone: 472-9020
Jim Buckner

CenturyPeo

Ooltewah Branch
P.O. Box 782
Ooltewah, TN 37363
Telephone: 238-6872
Terry Crutchfield

NATURAL GAS

Chattanooga Gas Company

6125 Preservation Drive
Chattanooga, TN 37416
Telephone: 490-4289
Danny Free

Middle Tennessee Natural Gas Utility District

Smithville, TN 37166
Telephone: 592-4388
Les Enoch

* * * * *

951 Market Street
Dayton, TN 37321
Telephone: 775-2422
Lawrence Brooks

HEALTH REGULATIONS

Agency:

Chattanooga Hamilton County Health Department
921 East Third Street
Chattanooga, TN 37403
Telephone: 209-8000
Sam Rose

Collegedale

Bill Magoon, City Manager
City Hall, Collegedale, TN 37315
Telephone: 396-3135

State Enabling Legislation:

T.C.A. 53-2001 ET. SEQ.

Title of Regulation:

Regulations to Govern Subsurface Sewage Disposal Systems

Process:

The Health Department, as a member of the Subdivision Review Committee, reviews subdivision plats after they are submitted to the Chattanooga Hamilton County Regional Planning Commission.

The Health Department reviews individual requests for septic tank permits. The request should be accompanied by a plot plan.

AIR POLLUTION CONTROL

Agency:

Air Pollution Control Bureau
3511 Rossville Boulevard
Chattanooga, TN 37407
Telephone: 867-4321

Contact Person:

Robert Colby

Enabling Legislation:

Tennessee Clean Air Act

Title of Regulations:

Hamilton County Air Pollution Control Regulations, (Municipal) Air
Pollution Control Ordinances

Location of Regulations:

Air Pollution Control Bureau, Courthouse, and City Hall

Process:

1. The developer should contact Mr. Rollins to see if an application and permits are necessary.
2. If required, the developer should fill out an application form. The staff of the Air Pollution Control Bureau will assist the applicant in preparing the application form. The application form may include:
 - a. plans and specifications
 - b. details of operation
 - c. types of materials to be processed
 - d. potential source of pollutants and expected emissions
3. A recommendation is made to approve, approve with modifications, or deny the request.

4. If the application is approved, or if the application is approved with modifications and the developer agrees to the modifications, the Air Pollution Control Bureau issues the following permits:
 - a. installation permit
 - b. temporary operating permit for 90 days
 - c. certification of operation good for one year and renewable after inspection
5. If the application is denied, or if the developer does not agree to the modifications, the developer may request an appeal to the Air Pollution Control Bureau, at which time he will be given a full hearing.

PROPERTY TAXES

Assessment Rate: Residential and Agricultural = 25%
Commercial, Industrial, Apartments, and Duplexes = 40%

	Tax rate per \$100 assessed valuation
Hamilton County, outside any municipality	\$3.519
Chattanooga	\$2.310
Hamilton County	<u>\$3.519</u>
Total	\$5.829
Collegedale	\$1.219
Hamilton County	<u>\$3.519</u>
Total	\$4.738
East Ridge	\$1.200
Hamilton County	<u>\$3.519</u>
Total	\$4.719
Lakesite	\$0.399
Hamilton County	<u>\$3.519</u>
Total	\$3.918
Lookout Mountain	\$1.497
Hamilton County	<u>\$3.519</u>
Total	\$5.016
Red Bank	\$0.942
Hamilton County	<u>\$3.519</u>
Total	\$4.461
Ridgeside	\$1.927
Hamilton County	<u>\$3.519</u>
Total	\$5.446
Signal Mountain	\$1.360
Hamilton County	<u>\$3.519</u>
Total	\$4.879
Soddy Daisy	\$0.585
Hamilton County	<u>\$3.519</u>
Total	\$4.104
Walden	\$0.710
Hamilton County	<u>\$3.519</u>
Total	\$4.229

GOVERNMENTAL ATTORNEYS

Hamilton County Attorney

Rheubin Taylor
Room 204
Hamilton County Courthouse
Telephone: 209-6150

Chattanooga City Attorney

Randell Nelson
801 Broad Street
Suite 400
Telephone: 757-5338

Collegedale City Attorney

Soddy Daisy City Attorney
Sam Elliott
320 McCallie Avenue
Telephone: 756-5171

East Ridge City Attorney

Chris Helton
413 Georgia Avenue
Telephone: 265-5988

Lakesite City Attorney

Glenn McColpin
829 McCallie Avenue
Telephone: 756-0444

Lookout Mountain City Attorney

Brian Smith
504 Krystal Building
One Union Square
Telephone: 267-7243

Red Bank City Attorney

Arnold Stulce, Jr.
736 Georgia Avenue ,Suite 100
Telephone: 267-9072

Signal Mountain City Attorney

Joe Wagner
Tennessee Bank Building
Suite 1418
Telephone: 266-8816

Walden City Attorney

Phillip Hoover
1000 Tallan Building
2 Union Square
Telephone: 756-3000

APPENDIX A

Building Permit Fees

<u>TOTAL VALUATION</u>	<u>FEE</u>
\$5.00	Administration Fee
\$ 100.00 and less	No fee, unless inspection required, in which case a \$5.00 fee for each inspection shall be charged.
\$ 100.00 to \$2000.00	\$5.00 per thousand or fraction thereof.
\$2000.00 to \$15,000.00	\$10.00 for the \$2000.00 plus \$3.00 for each additional thousand or fraction thereof, to and including \$50,000.00
\$15,001.00 to \$50,000.00	\$49.00 for the first \$15,000.00 plus \$2.50 for each additional thousand or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00	\$136.50 for the first \$50,000.00 plus \$2.00 for each additional thousand or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$236.50 for the first \$100,000.00 plus \$1.25 for each additional thousand or fraction thereof, to and including \$500,000.00
\$500,001.00 and up	\$736.50 for the first \$500,000.00 plus \$0.75 for each additional thousand or fraction thereof.

Moving Fee

For the moving of any building or structure, the fee shall be \$50.00.

Demolition Fee

For the demolition of any building or structures, the fee shall be \$25.00.

Penalties

Where work for which a permit is required by this Code is started or proceeded with prior to obtaining said permit, the fees herein specified shall be doubled, but the payment such double fee shall not relieve any persons from fully complying with the requirements of this Code in the execution of the work nor from any other penalties prescribed herein.

Others - Fee Schedule

Urban Forestry Permit	\$5.00
Storm Water Permit	Call
Gas Permit	Call
Electrical Permit.....	Call
Grading Permit	\$100.00
Driveway Permit	\$15.00

APPENDIX B

Location and Telephone Directory

<i>BUILDING INSPECTION (Plans Review)</i>	<i>(423) 757-5105</i>
101 E. 11th Street Room 44, City Hall Chattanooga, TN 37402	
<i>URBAN DESIGN CENTER</i>	<i>(423) 266-5948</i>
850 Market Street Chattanooga, TN 37402	
<i>ENGINEERING</i>	<i>(423) 757-5117</i>
101 E. 11 th Street Room 201, City Hall Chattanooga, TN 37402	
<i>ENVIRONMENTAL HEALTH (Groundwater/Food)</i>	<i>(423) 209-8110</i>
921 E. 3 rd Street Chattanooga, TN 37402	
<i>FIRE MARSHALL'S OFFICE</i>	<i>(423) 697-1448</i>
910 Wisdom Street Chattanooga, TN 37406	
<i>HAMILTON COUNTY HEALTH DEPARTMENT</i>	<i>(423) 209-8110</i>
921 E. 3 rd Street Chattanooga, TN 37402	
<i>REGIONAL PLANNING COMMISSION (Zoning)</i>	<i>(423) 209-6677</i>
625 Walnut Street Room 200, Mayfield Annex Chattanooga, TN 37402	
<i>RIVER CITY COMPANY</i>	<i>(423) 265-3700</i>
835 Georgia Avenue Chattanooga, TN 37402	
<i>SANITARY SEWER LOCATION</i>	<i>(423) 757-5124</i>
Room 221, City Hall Chattanooga, TN 37402	

STORMWATER MANAGEMENT

1001 Lindsay Street
Chattanooga, TN 37402

(423) 757-0039

(423) 757-5110

TECHNICAL INFORMATION CENTER (TIC)

Room 221, City Hall
Chattanooga, TN 37402

(423) 757-5124

TRAFFIC ENGINEERING

101 E. 11th Street
Room 32, City Hall
Chattanooga, TN 37402

(423) 757-5005

WASTE RESOURCES/SANITARY SEWER

455 Moccasin Bend Road
Chattanooga, TN 37405

(423) 757-5026

DIVISION OF URBAN FORESTRY

1254 E 3rd Street
Chattanooga, TN 37404

(423) 697-1315

Utilities**ELECTRIC**

Electric Power Board of Chattanooga
537 Cherry Street
Chattanooga, TN 37402

(423) 756-2706

GAS

Atlanta Gas/Light Company

1-800-427-5463

TELEPHONE

Bell South Telephone

(423) 557-6011

WATER

Tennessee-American Water Company
(New Development or Construction)

(423) 755-7627

Hixson Utility District

(423) 877-3515

Eastside Utility District

(423) 892-2890

CABLE

Comcast

(423) 855-4300